

DIMUTHU WEERASIRI

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Date of Birth : 26 August 1983
Marital Status : Married
Passport : Sri Lankan Passport – N6717174



OVERALL OBJECTIVE

To safeguard the financial integrity and stability of the hotel and minimize any exposure to potential risks. To assist the General Manager in the administration of all financial aspects and ensure all local and corporate policies and procedures are followed.

Work Experience

∴ October 2020 – To Date – Financial Controller

Fraser Suites Doha, State of Qatar.

5 Star Residential Apartments - 226 Apartments
3 F&B Venues

∴ May 2017 – October 2020 – Cluster Assistant Director of Finance

Marsa Malaz Kempinski Hotel, State of Qatar.

5 Star Luxury - 281 Rooms & Suites
7 F&B venues and Banquet / Meeting Rooms
4 Outsourced F&B restaurants (Internal Controls and Bookkeeping part of the hotel responsibility)

Kempinski Residences & Suites Doha, State of Qatar.

5 Star - 368 Apartments
1 F&B Venue
3 Outsourced F&B restaurants (Internal Controls and Bookkeeping part of the hotel responsibility)

∴ November 2014 – March 2017 – Assistant Financial Controller (Pre-Opening)

Pullman Jumeirah Lakes Towers Hotel, Dubai- U.A.E.

5 Star - 354 Rooms
4 F&B venues

∴ Sep 2012 – November 2014 – Cluster Chief Accountant (Pre-Opening)

NOVOTEL Gate Hotel, Abu Dhabi, U.A.E

4 Star - 224 Rooms
3 F&B venues and Meeting Rooms

Ibis Gate Hotel, Abu Dhabi, U.A.E

3 Star – 294 Rooms
2 F&B venues

∴ May 2010 – July 2012 – Assistant Financial Controller

Al Areen Palace & Spa, Kingdom of Bahrain. (Ex-Banyan Tree- Al Areen)

72 Luxury Villas
3 F&B Venues

September 2007- October 2009 - General Accountant

Grand Mercure Jebel Hafeet Hotel-Al Ain, U.A.E.

5 Star – 124 Rooms
3 F&B Venues

July 2006 to September 2007 - Senior Assistant Accountant (Receivables)

Cinnamon Lakeside Hotel, Colombo, Sri Lanka.

5 Star City Hotel - 396 Rooms
5 F&B Venues and Banquets / Meeting Rooms

Operational Responsibilities

- × Review financial performance of the hotel and provide recommendations for improvements.
- × Make sure daily accounting tasks are performed, and all reports are prepared and distributed on time.
- × Assist in preparing monthly forecast according to the reporting calendar.
- × Taking lead for annual budget preparation and make sure submissions are on time and align with the budget plan stipulated by the Operator and the Owner.
- × Ensure to maintaining healthy cash-flow to meet the need of daily operation.
- × Accounting staff is motivated and fully trained in all their duties and responsibilities.
- × All legal and corporate requirements and regulations are met.
- × Tax calculation and reporting is accurate, and payments are made on time.
- × Actively support and implement Talent Development initiatives as a part of daily activities.
- × Assisting department heads with making relevant and accurate decisions on financial matters.
- × Continuously looking for improvements and ways to enhance efficiencies.
- × Performing any additional duties requested by the General Manager and assisting other Department Heads with functional guidance's.
- × Adhering to the Management Agreement terms and fees are settled according to the terms specified.

Pre-Opening Responsibilities

- × Opera Configuration (Version 5.0.03)
- × SUN Configuration (Version 4.4 & Version 6)
- × Fidelio Material Control Configuration (Version 8.6)
- × Oasys Personal Management Configuration (Version 2009)
- × Recruiting Finance Team
- × Conduct system training sessions to Finance Team upon arrival prior to hotel opening.
- × Assist Finance team with required field work to achieve the hotel opening deadline.

Other Participations

- × Attending to Daily Morning Meeting chaired by GM and all the HODs.
- × Conducting monthly P&L review meeting chaired by GM with all HODs.
- × Attending to the Owners review meeting.
- × Attending to monthly Credit Meeting.
- × Presenting Financial Figures in Staff General Meeting.
- × Attended a 3-day workshop in Europe for Leadership Training in 2018 organized by Kempinski Corporate.
- × Attended Peer Review Audits within Kempinski Group.
- × Attended Task Force assignment in Kempinski Nairobi - Kenya.

COMPETENCIES

- × Hotel Pre-Opening setup establishing.
- × Experience working in different scale of business modules.
- × Ability to handle high volume with attention to detail.
- × Handling unforeseen situations with positive mindset to achieve business goals.
- × Excellent written and verbal communication skills.
- × An ability to establish and retain effective working relationships with hotel staff and clients/vendors.
- × Excellent organizational and time management skills.
- × Applies a professional, confidential, and ethical approach always.
- × Works in a safe, prudent, and organized manner.

TECHNICAL COMPETENCIES

- × Microsoft Dynamics NAVISION 2013 R2
- × SUN System 4.4 & 6.0
- × Sage 300
- × Infor BI Application Studio – Finance Studio for Reporting, Budget & Forecasting
- × Opera version 7.14
- × Info HMS Property Management System
- × Fidelio Material Control Version 8.6
- × Check-SCM-2.12.5.501 Material Control.
- × Oasys Version 2009
- × Micros Symphony 2.9 GR HF8 & Micros 3700/9700
- × Prolific Version 05
- × Microsoft Outlook and Lotus Notes

Professional & Academic Qualifications

- × Perusing an MBA – Tourism and Hospitality in Asia e University, Malaysia.
- × Perusing ACCA – Diploma in Accounting & Business (F1, F2, F3).
- × Completed Diploma in Business Information Technology at Institute of Bankers of Sri Lanka.
- × Completed Diploma in Finance & Management Accounts at National Institute of Business Management in Sri Lanka.
- × Completed Diploma in Computer Science at Russian School in Sri Lanka.
- × GCE Advance Level in Commerce stream 2002 with Economics (B), Accounting (C), Business Studies (C)

Referees can provide upon request.

I declare that all the information given in this application is correct. I am aware that if any of the above particulars are found to be false or incorrect, that any relevant information has been disclosed, I am liable to be disqualified before selection and to be dismissed without any compensation, if detected after appointment.

Dimuthu Weerasiri